

**WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING  
Meeting Room A  
Tuesday March 25, 2014**

**MEMBERS PRESENT:** Dan Atwood, Stewart Morse, Peter Ellsworth

**MEMBERS ABSENT:** Roger Gale, Tim Rainville

**OTHERS PRESENT:** Kristi Stabley

**1. CALL TO ORDER:**

The meeting was called to order by Chairman Stewart Morse at 7:07 PM.

**2. APPROVAL OF THE REGULAR MEETING MINUTES OF FEBRUARY 25, 2014:**

**MOTION BY DAN ATWOOD TO APPROVE MINUTES AS AMENDED, SECONDED BY STEWART MORSE. ALL IN FAVOR. PETER ELLSWORTH ABSTAINED.**

**AMENDMENTS: 2. 4C – Delete “Dan Atwood inquired about whether the WPCA would give its approval before the Public Hearing on February 20, 2014”. Replace with “Dan Atwood stated that Planning and Zoning inquired about whether the WPCA would give its approval before the Public Hearing on February 20, 2014”**

**2. 9 – Delete “Motion by Dan Atwood to allow current chairman Stewart Morse to approve payment of monthly utility bills when there is no monthly meeting.” Replace with “Motion by Dan Atwood to allow current chairman to approve payment of monthly utility bills.”**

**4. B – Delete “Furthermore, regarding CT General Statute 103 section 7-249 addressing Benefit Assessment, there will be no additional charges.” Replace with “Furthermore, regarding CT General Statute 103 section 7-249 addressing Benefit Assessment, there will be no additional charges given the substantial Benefit Assessment previously paid by Linemaster.”**

**4. C – Delete “Dan Atwood asks if homeowners should contact New England Pipe Cleaning, Inc. with any problems they may have. Chairman Stewart Morse, “yes”. Dan Atwood states that maybe Tighe&Bond could suggest the names of companies the homeowners could contact should any problems arise. Peter Ellsworth states that maybe Tighe&Bond could come up with verbiage to put together for homeowners, possibly using an individual approach. Tim Rainville asks, “What benefit is there for the homeowners to fix any problems?” Dan Atwood states that the economics to the homeowners are not favorable but if problems are not addressed the homeowners would be in violation. Further discussion was had on this issue with Chairman Stewart Morse stating that he would talk to Chuck Eaton of CME and Paul Malmrose or Justin Skelly of Tighe&Bond for their input” Replace with “A discussion ensued concerning how best to go about eliminating improper connections to the sewer system. A plan needs to be put into place to educate homeowners on the importance of this issue and how to address it, with the goal of eliminating these improper connections. Chairman Stewart Morse stated that he would talk to Chuck Eaton of CME and Paul Malmrose or Justin Skelly of Tighe&Bond for their input.”**

**5. D – Delete “Dan Atwood states that this is the first time the WPCA has the numbers to work with”**

**3. APPROVAL OF THE SPECIAL MEETING MINUTES OF MARCH 4, 2014: MOTION BY DAN ATWOOD TO ACCEPT MINUTES AS PRESENTED. SECONDED BY STEWART MORSE. ALL IN FAVOR. PETER ELLSWORTH ABSTAINS.**

**4. CITIZEN COMMENTS:** None.

**5. NEW BUSINESS:**

**A. PUMP STATION MAINTENANCE:** No new updates at this time.

**6. OLD BUSINESS:**

**A. TASK ORDER NO.2:** Upon discussion of residential home inspections the board concluded that in order for a home inspection of a non compliant resident, a warrant would most likely be required. The WPCA board asked Kristi to inquire in the Building Office if any legal releases/easements have been made regarding residential grinder pumps.

**B. MANHOLE UPDATE:** No new updates at this time.

**C. BUDGET REVIEW:** Peter is in the process of completing a new and revised budget. The board agreed that before approving the bills during a meeting that the designated line item for that specific bill should also be approved.

**D. CLEAN WATER FUND APPLICATION UPDATE:** Application is in process of being completed.

**E. SEWER SYSTEM REHABILITATION PROJECT:** New England Pipe has informed the WPCA that the start date for the repairs on the designated manholes for repair will begin on March 26, 2014. Stewart informed Tighe&Bond of the manholes located near the Woodstock Elementary School that were not included in the initial rehabilitation project inspection. Once the manholes in question have been inspected a Special Meeting might need to take place if any of the manholes are in need of repair.

**F. DATA LOGGER UPDATE:** No new updates at this time.

**7. SYSTEM MAINTENANCE UPDATE:**

**A. CONTINUATION OF INVESTIGATION OF SPIKE IN FLOW TO PUTNAM:** The grinder pump at 36 Ellen Lane was repaired after a service call was made.

**8. FLOW REPORTS:**

**A. WEEKLY METER READING OF MAIN LINE WASTE WATER FLOW TO PUTNAM FY 2012-2013:** A brief discussion was had.

**B. WATER METER READINGS FOR FY 2012-2013:** A brief discussion was had.

**9. CITIZEN COMMENT:** None.

**10. PAYMENT OF BILLS: WPCA Bills for March 25, 2014**

LeClair Ryan---Invoice#569853 General Representation- Linemaster Switch	\$1,673.29
AT&T---Account# 8609283192003	\$33.17
Connecticut Light & Power----Account # 51942724014	\$292.14
Bruce Williams---Invoice#1076 36 Ellen Lane Woodstock, CT. Grinder Pump Repair	\$322.50
Tighe&Bond---Invoice#032014216 Task Order#5 and Amendment No.1	\$1,300.00
<b>TOTAL</b>	<b>\$3,621.10</b>

**A MOTION WAS MADE BY DAN ATWOOD TO PAY ALL OF THE BILLS EXCEPT FOR TIGHE&BOND INVOICE# 032014216. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR.**

**11. CORRESPONDENCE:** None

**12. REVIEW MEMBER FOLLOW-UP ACTIVITIES FOR NEXT MEETING:**

- Kristi investigate in building office for any legal releases or easements concerning grinder pumps.
- Kristi work on a do's and don't of grinder pump care and checklist..
- Stewart make inquiries concerning improper hook-ups to sewer system.
- Dan follow-up with clean water fund application.
- Peter continue updating Budget.
- Kristi investigate Tighe&Bonds invoice.

**13. ADJOURNMENT:** A MOTION WAS MADE BY DAN ATWOOD TO ADJOURN THE MEETING. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR.

The meeting was adjourned at 8:12 P.M.

Respectfully Submitted

Kristi Stabley  
WPCA Executive Administrator